

DEPARTMENT OF ~~COMMUNITY~~

~~HEALTH~~HEALTH AND HUMAN

SERVICES ~~DIRECTOR'S OFFICE~~

EMERGENCY MEDICAL SERVICES PERSONNEL LICENSING

(By authority conferred on the director of the ~~department~~Department of ~~community health~~Health and Human Services by section 20901 of 1978 PA 368, MCL 333.20901 et seq. and Executive Reorganization Order Nos. 1996-1,1996-2, and 2003-18, being MCL 330.3101, 445.2001, and 445.2011)

PART 1. GENERAL PROVISIONS

R 325.22301 Definitions.

Rule 22301. As used in these rules:

- (a) "Advanced Emergency Medical Technician" means Emergency Medical Technician Specialist as defined in part 20904(8) of the code.
- (b) "Code" means 1978 PA 368, MCL 333.1101 et seq.
- ~~(a)~~(c) "Compliance conference" means a meeting that provides an opportunity for the licensee to negotiate a settlement that is agreeable to both the licensee and the Department prior to having the matter proceed to an administrative hearing.
- ~~(b)~~(d) "Continuing education" means programs of education or training approved by the department for use by licensees to meet requirements for renewal or relicensure.
- ~~(e)~~(e) "CPR credential" means a department-approved cardiac pulmonary resuscitation (cpr) program for a health care provider or highest equivalent level of training.
- (f) "Department" means the ~~department of community health~~Department of Health and Human Services.
- ~~(d)~~(g) "Emergency Medical Responder" means Medical First Responder as defined in part 20906(8) of the code.
- ~~(e)~~(h) "EMS" means emergency medical services.
- ~~(f)~~ "Endorsement" means the recognition of the licensing authority of one state by another state.
- ~~(g)~~(i) "NREMT" means the ~~N~~ational ~~R~~egistry of ~~E~~mergency ~~M~~edical ~~T~~echnicians.
- ~~(h)~~(j) "Ongoing education" means education or training sessions, refresher courses, and other learning activities approved by the department and designed to assist individuals who are seeking licensure, or to assist personnel in maintaining and upgrading their knowledge and skills on an ongoing basis throughout the term of their licensure.
- ~~(i)~~(k) "Ongoing education" is also referred to as continuing education.
- ~~(j)~~(l) "Ongoing education credits" means the unit of measure, equal to 50 to 60 minutes of instruction, which is assigned to a specific ongoing education topic.
- ~~(k)~~(m) "On-site program sponsor approval" means compliance with the state-approved program criteria by which an educational program is reviewed to determine its compliance with preset educational goals, expectations and equipment requirements.
- ~~(l)~~(n) "Physician" means a ~~doctor of medicine~~Doctor of Medicine or doctor of

osteopathy who possesses a valid license to practice medicine in Michigan.

(o) "Physician director" means a physician who serves as the medical advisor for an education program and who is responsible for establishing the standards for emergency medical care instruction utilized in the program.

~~(m)~~(p) "Reciprocity" means the recognition of the licensing authority of one state by another state.

~~(n)~~(q) "Relicensure" means the granting of a license to a person whose license has lapsed for failure to renew the license within 60 days after the expiration date.

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(e)(r) “Renewal” means continuation of a license based on completion of requirements and payment of any fees within the time limits established.

History: 2004 AACCS.

R 325.22302 Terms defined in the code.

Rule 22302. Terms defined in the code have the same meanings when used in these rules.

History: 2004 AACCS.

PART 2. EMERGENCY MEDICAL SERVICES PERSONNEL LICENSING

R 325.22303 Allegations and Investigations

Rule 22303. (1) If a person or entity believes that a violation of the Public Health Code, or a rule promulgated under this article exists, they may submit an allegation to the department in writing.

(2) A licensee or applicant shall notify the Department of any criminal conviction within 7 days after the date of the conviction.

(3) In addition, a licensee or applicant shall notify the department within 7 days of any disciplinary or licensing action taken by

- i. Any agency of the State of Michigan
- ii. A state other than Michigan
- iii. Any other governmental entity, foreign or domestic.
- iv. A Medical Control Authority

(4) This subsection includes, but is not limited to, a disciplinary action that is stayed pending appeal. Failure of a licensee or applicant to notify the Department under this rule may result in an administrative action under 20958 of the Public Health Code.

(5) If the Department determines after reviewing an application or an allegation, that there is reasonable basis to believe that a violation of the Public Health Code, or a rule promulgated under this article exists, the Department shall investigate the alleged violation.

(6) After an investigation is completed, the Department will do one or more of the following:

- i. Conduct a compliance conference.
- ii. Issue a consent order.
- iii. Issue a cease and desist order;

- iv. Issue an enforcement action under Part 201 or 209 of the Public Health Code or the rules promulgated under these articles;
- v. Close the investigation with no action.

R 325.22304 Enforcement

Rule 22304. (1) An individual whose license was suspended, denied, or revoked under this part may apply to the Department for reinstatement of their previous license by using the Department prescribed application and requisite reinstatement fee equal to the licensure fees in section 20950(6) of the code.

(a) The Department may require an applicant complete corrective measures or remedial education as a condition of reinstatement.

(b) The Department will not consider an application for reinstatement received before the expiration of the applicable time period as established in the enforcement notice or final order issued by the Department.

(c) After an eligible reinstatement application has been reviewed, the Department will do one or more of the following:

- i. Issue the license.
- ii. Conduct a compliance conference.
- iii. Issue a conditional license.
- iv. Issue an application denial in accordance with section 20958(1) of the code.

R 325.22311 Examination application.

Rule 22311. For an applicant to take the appropriate examination, an application for examination shall be completed and submitted to the department or state- designated representative within 2 years of the course completion date. ~~An applicant who submits an application more than 2 years after the course completion date shall meet any additional requirements established for acceptance into the examination.~~

History: 2004 AACCS.

R 325.22312 Licensure by examination.

Rule 22312. An applicant for licensure by examination shall submit a completed application ~~on a form~~ provided by the department, together with the requisite fee. In addition to meeting the requirements of the code and administrative rules, an applicant for licensure by examination shall meet all of the following requirements:

(a) Completion of an appropriate education program at the level applied for, as approved under section 20912 of the code, and the proof of completion sent directly from the education program to the ~~e~~Department.

(b) A first-time applicant shall attain a passing score on the appropriate department-prescribed examination. ~~The passing scores shall be submitted directly to the department by the testing agency.~~

(c) An individual applying to the ~~D~~department for licensure by having passed the ~~D~~department-prescribed examinations shall have completed an initial education course within 2 years of application.

(d) The fees paid by an applicant who has not completed all requirements for licensure by examination within 2 years of the ~~e~~Department's receiving the application ~~shall~~will be forfeited to the department and the application ~~shall~~will be void.

(e) An individual who is guilty of fraud or deceit in procuring or attempting to procure licensure, including using falsified documents to gain admittance to a ~~D~~department-prescribed licensure examination, ~~shall~~will be denied licensure for at least ~~2~~3 years.

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(f) An individual shall not represent himself or herself as, function as, or perform the duties of, ~~a licensed medical first responder, emergency medical technician, emergency medical technician specialist or paramedic~~ any level of licensed EMS provider until licensed by the ~~D~~department in accordance with the code and these rules.

History: 2004 AACCS.

R 325.22313 Licensure at lower levels (Downgrading).

Rule 22313. ~~A current ems licensee~~An EMS licensed provider who applies for a lower level license ~~shall~~ must meet all of the following requirements: submit a new application for the lower level license along with the fee.

~~(a) A paramedic, who holds an active license, may apply for a license as an emergency medical technician specialist, emergency medical technician or medical first responder by submitting a new application for the lower level license along with the fee and proof of having earned the required continuing education at the emergency medical technician specialist, emergency medical technician, or medical first responder level.~~

~~(b) An emergency medical technician specialist, who holds an active license, may apply for a license as an emergency medical technician or medical first responder by submitting a new application for the lower level along with the fee and proof of having earned the required continuing education at the emergency medical technician or medical first responder level.~~

~~(c) An emergency medical technician, who holds an active license, may apply for a license as a medical first responder by submitting a new application for the lower level along with the fee and proof of having earned the required continuing education at the medical first responder level.~~

History: 2004 AACCS.

R 325.22314 Licensure by endorsement reciprocity.

Rule 22314. An applicant for licensure by ~~endorsement reciprocity~~ shall must submit a completed application ~~on a form~~ provided by the ~~D~~department together with the requisite fee, and all of the following documentation:

(1) Verification of current licensure/certification/registration in any state which granted permission to practice.

(2) ~~Examination scores for~~Successful completion of a ~~D~~department-prescribed examination which shall be submitted to ~~the D~~department and which verify passage of examinations or ~~nremt~~NREMT status, or both.

(3) Sanctions or grounds for sanctions by another state that may exist at time of application which shall disqualify the applicant until the other state certifies that those sanctions or grounds for sanctions no longer exist for the applicant.

(4) Provide proof of training that is substantially equivalent to the state-prescribed curriculum. If deficiencies are noted, proof of continuing education or training in areas determined deficient by the Department shall be submitted.

History: 2004 AACCS.

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R 325.22315 Licensure by National Registry status only.

Rule 22315. An applicant for licensure who has active ~~nremt~~NREMT status only and who has not been licensed in any other state shall submit a completed application ~~on the form provided by~~ to the ~~d~~Department, together with the requisite fee, and shall meet both of the following requirements:

- (1) ~~Request nremt to send verification of scores or nremt status, or both.~~ Verification of NREMT status.
- (2) Provide proof of training that is substantially equivalent to the state-prescribed curriculum. If deficiencies are noted, proof of continuing education or training in areas determined deficient by the Department shall be submitted.

~~(2) Provide proof of training that is substantially equivalent to the state-prescribed curriculum and proof of continuing education or training in areas determined deficient by the department.~~

History: 2004 AACCS.

R 325.22316 License renewal.

Rule 22316. Not more than 60 days before the date of license expiration, the ~~D~~Department shall transmit ~~to the last known address of the licensee an application for license renewal~~ a renewal notice to the licensee. Failure of the licensee to receive notice for renewal shall not relieve the licensee of the responsibility for renewing his or her license.

History: 2004 AACCS.

PART 3. CONTINUING EDUCATION REQUIREMENTS

R 325.22321 License renewal or relicensure for medical first responders; continuing education.

Rule 22321. (1) An applicant for license renewal as a medical first responder who has been licensed for the 3-year period immediately preceding the expiration date of the license or an applicant for relicensure as a medical first responder shall accumulate at least 15 continuing education credit hours that are approved by the ~~d~~Department under these rules during the 3 years preceding an application for renewal or relicensure.

(2) An applicant for license renewal or for relicensure under section 20954 of the code, in addition to the requirements of subrule (1) of this rule, shall have an appropriate and current ~~epr~~CPR credential as determined by the ~~d~~Department. Continuing education credit for a ~~epr~~CPR credential may be part of the medical continuing education category requirement.

(3) The categories of approved continuing education activities for medical first responders ~~shall will include, but are not limited to, all of the following topics~~ be prescribed by the Department:

- ~~(a) Preparatory.~~
- ~~(b) Airway management and ventilation.~~
- ~~(c) Patient assessment.~~

- (d) Trauma.
- (e) Medical.
- (f) Special considerations.
- (g) Operations.

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History: 2004 AACCS.

R 325.22322 License renewal or relicensure for emergency medical technicians; continuing education.

Rule 22322. (1) An applicant for license renewal as an emergency medical technician who has been licensed for the 3-year period immediately preceding the expiration date of the license or an applicant for relicensure as an emergency medical technician shall accumulate at least 30 continuing education credit hours that are approved by the Department under these rules during the 3 years preceding an application for renewal or relicensure.

(2) An applicant for license renewal or relicensure pursuant to section 20954 of the code, in addition to the requirements of subrule (1) of this rule, shall have an appropriate and current ~~ep~~CPR credential as determined by the Department. Continuing education credit for a ~~ep~~CPR credential may be part of the medical continuing education category requirement.

(3) The categories of approved continuing education activities for emergency medical technicians ~~shall include, but are not limited to, all of the following topics:~~ will be prescribed by the Department.

- ~~(a) Preparatory.~~
- ~~(b) Airway management and ventilation.~~
- ~~(c) Patient assessment.~~
- ~~(d) Trauma.~~
- ~~(e) Medical.~~
- ~~(f) Special considerations.~~
- ~~(g) Operations.~~

History: 2004 AACCS.

R 325.22323 License renewal or relicensure for emergency medical technician specialists; continuing education.

Rule 22323. (1) An applicant for license renewal as an emergency medical technician specialist who has been licensed for the 3-year period immediately preceding the expiration date of the license or an applicant for relicensure as an emergency medical technician specialist shall accumulate at least 36 continuing education credit hours that are approved by the Department under these rules during the 3 years preceding an application for renewal or relicensure.

(2) An applicant for license renewal or for relicensure under section 20954 of the code, in addition to the requirements of subrule (1) of this rule, shall have an appropriate and current ~~ep~~CPR credential as determined by the Department. Continuing education credit for a ~~ep~~CPR credential may be part of the medical continuing education category requirement.

(3) The categories of approved continuing education activities for emergency medical technician specialists ~~shall include, but are not limited to, each of the following topics:~~ will be prescribed by the Department.

- ~~(a) Preparatory.~~

~~(b) Airway management and ventilation.~~

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- ~~(c) Patient assessment.~~
- ~~(d) Trauma.~~
- ~~(e) Medical.~~
- ~~(f) Special considerations.~~
- ~~(g) Operations.~~

History: 2004 AACCS.

R 325.22324 License renewal or relicensure for paramedics; continuing education.

Rule 22324. (1) An applicant for license renewal or relicensure as a paramedic who has been licensed for the 3-year period immediately preceding the expiration date of the license or an applicant for relicensure as a paramedic shall accumulate at least 45 continuing education credit hours that are approved by the Department under these rules during the 3 years preceding an application for renewal or relicensure.

(2) An applicant for license renewal or for relicensure under section 20954 of the code, in addition to the requirements of subrule (1) of this rule, shall have an appropriate and current ~~epr~~-CPR credential as determined by the department. Continuing education credit for ~~epr~~-CPR credential may be part of the medical continuing education category requirement.

(3) The categories of approved continuing education activities for paramedics ~~shall include, but are not limited to, all of the following topics:~~ will be prescribed by the Department.

- ~~(a) Preparatory.~~
- ~~(b) Airway management and ventilation.~~
- ~~(c) Patient assessment.~~
- ~~(d) Trauma.~~
- ~~(e) Medical.~~
- ~~(f) Special considerations.~~
- ~~(g) Operations.~~

History: 2004 AACCS.

R 325.22325 Certification of compliance; additional documentation.

Rule 22325. (1) Submission of an application for renewal or relicensure shall constitute the applicant's certification of compliance with the requirements of these rules.

~~(2)~~—(2) The Department may require an applicant or licensee to submit documentation to demonstrate compliance with the continuing education requirement. The applicant or licensee shall maintain documentation of his or her compliance with the continuing education requirement for a period of ~~+~~one year after the expiration date of the license. Failure to provide such documentation creates a rebuttable presumption that the licensee has made a false and fraudulent statement in applying for a license to practice emergency medical services. As provided under section 20958 of the code, the Department ~~shall determine~~ may take action if the licensee is found in violation of section 20954 of the code. ~~if failure to provide~~

~~(2) documentation of compliance with the continuing education requirement is a violation of section 20954 of the code.~~

(3) Acceptable documentation of continuing education shall include all of the following:

- (a) Name of licensee participating in program.
- (b) Name of sponsoring organization and/or instructor-coordinator number.
- (c) Title of program.
- (d) Hours of continuing education credit awarded per required category.
- (e) Date of program.
- (f) Signature of instructor-coordinator or designee.

History: 2004 AACCS.

R 325.22326 Continuing education courses and programs; standards for approval.

Rule 22326. (1) One continuing education credit hour may be earned for each 50 to 60 minutes of instruction at an approved education program that complies with this rule and R 325.22327. ~~0.5 continuing education credit may be earned for each 25-30 minutes of instructions.~~

(2) Initial education program sponsors shall be approved for up to 3 years for presentation of continuing education programs at the level consistent with education approval upon submission and approval of a continuing education sponsor application.

(3) ~~The Department may approve and adopts, by reference, the standards and criteria of the a nationally approved continuing education accrediting body. continuing education coordinating board for emergency medical services (cecbems) that are in the publication entitled "CECBEMS Standards and Requirements for Organizational Accreditation". A copy of the publication is available for inspection and distribution to the public at cost from the Department of Community Health, Bureau of Health Professions, P.O. Box 30670, Lansing, MI 48909. A printed copy also is available at from CECBEMS 5111 Mill Run Road Dallas, TX 75244 or on line at http://www.cecbems.org/system.cfm at no cost. Any program approved by cecbems shall be considered a Michigan approved continuing education program.~~

~~(4) The department approves and accepts, by reference, the standards for credentialing in basic and advanced life support set forth by the American heart association in the guidelines for cardiopulmonary resuscitation and emergency cardiac care for professional providers and published in "Guidelines 2000 for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care" (70-2041). A copy of the guidelines for cardiopulmonary resuscitation and emergency cardiac care is available for inspection and distribution to the public at cost from the Department of Community Health, Bureau of Health Professions, P.O. Box 30670, Lansing, MI 48909.~~

~~A printed~~

~~copy also is available from the American Heart Association, 7272 Greenville Avenue, Dallas, TX 75231 or http://www.americanheart.org at a cost of \$20 as of the adoption of these rules.~~

~~(5)-(4) Medical first responders completing an emergency medical technician course, or emergency medical technicians and emergency medical technician specialists~~

completing a paramedic program may be awarded all the required ongoing education credit for the lower licensure level for the current renewal period. **An EMT completing a Specialist/AEMT program may be awarded all the required ongoing education credit for the lower licensure level for the current renewal period.**

~~(6)~~(5) Continuing education credit may be awarded for continuing education programs approved by the Michigan boards of medicine, osteopathic medicine, nursing, or pharmacy toward the ~~ems~~-EMS license if directly related to the emergency medical scope of practice issues, as determined by the ~~D~~Department.

~~(7)~~(6) Five continuing education credit hours may be awarded for each semester credit earned for academic courses related to ~~ems~~-EMS that are offered either in an educational program approved by the Michigan boards of medicine, osteopathic medicine, or nursing, or in an approved physician assistant program.

~~(8)~~(7) Three continuing education credit hours may be awarded for each term credit earned for academic courses related to ~~ems~~-EMS that are offered either in an educational program approved by the Michigan boards of medicine, osteopathic medicine, or nursing, or in an approved physician assistant program.

~~(9)~~(8) Credit may be requested for programs offered by out-of-state or military-sponsored ~~ems~~-EMS agencies before license renewal.

~~(10)~~(9) The ~~D~~Department or its designee shall publish a list of acceptable state or national programs sponsored by emergency medical organizations or other related organizations that do not meet any of the criteria listed in subrules (2) to (8) of this rule with pre-approved credits indicated in the publication.

History: 2004 AACCS.

R 325.22327 Continuing education program sponsors.

Rule 22327. (1) The ~~d~~Department shall consider requests for approval of continuing education programs by instructor-coordinators, program sponsors, or other parties not covered in R 325.22326 who submit applications on a form provided by the ~~d~~Department. The ~~d~~Department or its designee shall evaluate applications for approval based on, but not limited to, the following criteria:

- (a) Educational goals or learning objectives.
- (b) Time schedule and continuing education credits to be awarded.
- (c) Sample certificate or documentation of attendance to be issued to attendees.
- (d) Documentation of qualifications of presenters.
- (e) Use of appropriate and adequate facilities for a program.
- (f) Program content that shall relate to the general subject of emergency medicine.
- (g) Evaluation tools to be used in a program.

(2) All applications for approval to conduct continuing education courses shall be submitted to the ~~D~~Department or its designee on forms provided by the ~~d~~Department at least 30 days before implementing the programs.

(3) Any individual attending out-of-state or military-sponsored ongoing education programs shall submit a request for approval of the program to the ~~d~~Department or its designee if continuing education credits are to be awarded.

(4) Continuing education sponsor approval may be granted for ~~up to~~ 3 years.

(5) Independent study such as continuing education articles in professional journals,

ongoing serial productions, or interactive computer programs shall be acceptable, if the program is developed by a professional group such as an educational institution,

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corporation, professional association, or other approved provider of continuing education and meets all of the following criteria:

- (a) Requires a participant to make an active and appropriate response to the educational materials presented.
- (b) Provides a test or evaluation tool.
- (c) Provides a record of completion as described in R 325.22325.

History: 2004 AACCS.

PART 4. INSTRUCTOR-COORDINATORS

R 325.22331 Licensure by examination; requirements.

Rule 22331. (1) An applicant for licensure by examination shall submit a completed application ~~on a form provided by the department, together with~~ the requisite fee. In addition to meeting the other requirements of the code and the administrative rules, an applicant shall do all of the following:

(a) ~~Be a licensed emergency medical technician, emergency medical technician specialist, or paramedic. Must be a licensed EMS provider.~~

(b) Demonstrate successful completion of an approved instructor-coordinator educational program.

(c) Have completed 3 years of full time, part time, on-call, or volunteer direct patient care with a licensed life support agency. ~~or other organization providing health care services as formally verified by a licensed physician or health care services agency director.~~

(d) Pass the examination set forth in R 325.22333.

(2) The fees paid by an applicant who has not completed all requirements for licensure by examination within 2 years of the Department's receiving the application shall be forfeited to the Department and the application shall be void.

(3) An individual who is guilty of fraud or deceit in procuring or attempting to procure licensure, including using falsified documents to gain admittance to a Department-prescribed licensure examination, shall be denied licensure for a period ~~of at least 2 years to be determined by the Department.~~

(4) An individual shall not represent himself or herself as, function as, or perform the duties of, a licensed instructor-coordinator until licensed as such by the Department in accordance with the code and these rules.

History: 2004 AACCS.

R 325.22332 Examination application for instructor-coordinator.

Rule 22332. An application for examination as an instructor-coordinator shall be completed and returned to the Department within 2 calendar years of course completion. A candidate for examination whose application is received more than 2 calendar years after course completion shall successfully complete another instructor-coordinator course before being admitted into a subsequent examination.

History: 2004 AACCS.

R 325.22333 Instructor-coordinator examination.

Rule 22333. The ~~d~~Department or its designee shall administer ~~a written~~ examination to graduates of an instructor-coordinator education course conducted by a ~~D~~epartment-approved education program.

History: 2004 AACCS.

R 325.22334 Failure to pass examination; education course required; reexamination.

Rule 22334. An applicant who fails to attain a passing score on the ~~written~~ examination in 3 attempts shall successfully complete an approved instructor-coordinator education course ~~or refresher course~~ before reapplying to the ~~d~~Department for further examination.

History: 2004 AACCS.

R 325.22335 Licensure by ~~endorsement~~reciprocity.

Rule 22335. An applicant for licensure by ~~endorsement~~reciprocity shall submit a completed application ~~on a form provided by the department together with~~ the requisite fee, and submit documentation of all of the following:

- (a) Verification of current licensure/certification/registration in any state which granted permission to practice.
- (b) Examination scores for a ~~D~~epartment-prescribed examination which shall be submitted to the ~~D~~epartment and which verify passage of examinations and/or ~~nremt~~ NREMT status.
- (c) Provide proof of training that is substantially equivalent to the state-prescribed curriculum and qualifications described in Rule 22321(c). If deficiencies are noted, proof of continuing education or training in areas determined deficient by the Department shall be submitted.
 - (e) ~~Proof of training that is substantially equivalent to the state-prescribed curriculum and proof of continuing education or training in areas deemed deficient by the department.~~
 - (d) ~~Sanctions or grounds for sanctions by another state that may exist at time of application, which shall disqualify the applicant until the other state certifies that those sanctions or grounds for sanctions no longer exist for the applicant.~~Sanctions or grounds for sanctions by another state will disqualify an applicant from licensure.

History: 2004 AACCS.

R 325.22336 ~~Continuing education~~Professional development for instructor-coordinators; requirements.

Rule 22336. (1) All licensed instructor-coordinators shall accrue 30 ~~continuing education~~ **professional development** credits in ongoing education programs specified by the ~~Department~~ as appropriate for licensed instructor-coordinators. The ~~continuing education~~ **professional development** credits shall be accrued during the ~~three~~ 3-year licensure period.

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(2) All ~~continuing education~~ professional development courses shall be approved by the ~~Department~~ or its designee before implementation if ~~continuing education~~ professional development credits are to be awarded.

(3) Instructor-coordinators shall earn 30 ~~continuing—education~~ professional development hours in ~~one~~ of the following ways:

(a) Completion of a minimum 30-hour ~~Department~~-approved instructor-coordinator refresher course.

(b) Completion of the required 30 hours in ~~Department~~-approved professional development programs.

(c) Completion of a total of 30 hours in professional development and educational experience with a minimum of 20 hours in ~~Department~~-approved professional development programs and a minimum of 10 hours in educational experience as defined by the ~~Department~~.

History: 2004 AACCS.

R 325.22337 Instructor ~~C~~-ordinator license renewal or relicensure.

Rule 22337. (1) ~~Not more than 60 days before the date of license expiration, the department shall transmit to the last known address of the licensee, an application for license renewal. Failure of the licensee to receive notice for renewal shall not relieve the licensee of the responsibility for renewing his or her license.~~

(2) ~~An applicant for license renewal or relicensure as an instructor coordinator who has been licensed for the 3 year period immediately before the expiration date of the license or an applicant for relicensure, in addition to holding a current license as an emergency medical technician, emergency medical technician specialist, or paramedic, shall accumulate during the 3 years before an application for renewal or relicensure at least 30 continuing education credit hours in department approved programs. Instructor Coordinator renewal or relicensure will be done in accordance with R325.22321-R325.22324.~~

History: 2004 AACCS.

R 325.22338 Certification of compliance; additional documentation.

Rule 22338. ~~Instructor Coordinator renewal or relicensure will be done in accordance with R325.22325.~~ (1) ~~Submission of an application for renewal or relicensure shall constitute an applicant's certification of compliance with the requirements of this rule.~~

~~The department may require an applicant or licensee to submit documentation to demonstrate compliance with the continuing education requirement. An applicant or licensee is responsible for maintaining documentation of his or her compliance with the continuing education requirement for a period of 1 year from the expiration date of the license. Failure to provide such documentation creates a rebuttable presumption that the licensee has made a false and fraudulent statement in applying for a license to practice emergency medical services. As provided under section 20958 of the code, the department shall determine if failure to provide documentation of compliance with the continuing education requirement is a violation of section 20954 of the code.~~

(2) Acceptable documentation of continuing education shall include all of the following:

- (a) Name of the licensee participating in the program.
- (b) Name of sponsoring organization and instructor-coordinator number.
- (c) Title of program.
- (d) Hours of continuing education credit awarded per required category.
- (e) Date of program.
- (f) Signature of instructor-coordinator or designee.

History: 2004 AACCS.

PART 5. EDUCATION PROGRAM REQUIREMENTS

R 325.22339 Education programs; requirements.

Rule 22339. ~~A medical first responder,~~An emergency medical responder, emergency medical technician, ~~advanced~~ emergency medical technician ~~specialist~~, or paramedic education program shall comply with all of the following requirements:

(a) Be under the direction of a physician director, except for ~~medical first~~emergency medical responder education programs. ~~Programs requiring EMR students to do clinicals, must have physician direction and vaccination requirements.~~

(b) Be coordinated by a licensed instructor- coordinator who shall ensure that an instructor -coordinator, qualified instructor, or subject matter expert is in attendance at all didactic and ~~practical-psychomotor~~ sessions.

(c) Qualified instructors and subject matter experts are subject to review and approval by the ~~De~~partment through the program sponsor approval process.

(d) ~~Apply-Complete an application prescribed by~~ the ~~d~~Department, ~~on forms provided by the department or its designee,~~ for educational program sponsor approval to conduct an education course at least 60 days before the start of the course.

~~(d)~~(e) ~~Successfully ,and be approved by the department through an-complete the on-~~ site program sponsor approval process before implementation.

~~(e)~~(f) Advise the students before or at the ~~first class~~first-class session that the education program and course are approved by the ~~d~~Department.

~~(f)~~(g) Conduct courses according to ~~an-the~~ on-site program sponsor approval process.

~~(g)~~(h) Provide the ~~De~~partment ~~and its designee~~ within 30 calendar days of course completion with a ~~list-roster~~ of students who successfully completed the course, including ~~at least~~ each student's name and date of birth, ~~and, if possible, social security number.~~

History: 2004 AACCS.

R 325.22340 Instructor ~~-coordinator~~Coordinator education program; requirements.

Rule 22340. (1) An ~~instructor~~Instructor ~~-coordinator~~Coordinator education program shall comply with all of the following requirements:

- (a) Be coordinated by a licensed ~~I~~nstructor- ~~C~~oordinator who has coordinated at least ~~1~~-one initial education program in the last ~~3~~-three consecutive years.
- (b) Utilize qualified instructional staff with appropriate expertise.

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(c) Include classroom and supervised student teaching or internship experience in the curriculum.

(d) ~~Apply to~~ Complete an application prescribed by the ~~D~~department, ~~on forms provided by the department or its designee,~~ to conduct an education course at least 60 days before the start of the course, and be approved by the ~~D~~department through ~~an~~the on-site program sponsor approval before implementation.

(2) Conduct courses according to ~~an~~the on-site program sponsor approval process.

History: 2004 AACCS.

R 325.22341 Education program sponsor responsibilities.

Rule 22341. (1) An education program sponsor shall be responsible for the overall quality of the program and courses offered. The program sponsor, the ~~i~~Instructor-Ceordinator, and the physician director shall be responsible for, but not limited to, all of the following:

(a) Establishing admission requirements and conducting entry assessments.

(b) Establishing standards for successful course completion.

(c) Establishing standards for instructors and approval of all instructors, ensuring that all instructors meet or exceed the standards established in R 325.22344.

(d) Ensuring that the medical control authority in the region is informed of the program.

(e) Establishing clinical contracts specific to the level of the program and expected activities.

(f) Monitoring the activities of the emergency medical services ~~i~~Instructor-Ceordinator based on standards developed by the program sponsor.

(g) Establishing an equal opportunity policy that at a minimum complies with state and federal law.

(h) Providing an adequate and appropriate instructional facility including making available equipment that is functional, in good repair, and is of a similar type to that currently on the list of required minimum equipment for life support vehicles.

(i) Developing examinations based on approved curricula.

(j) Developing a process for students to appeal decisions made by the staff or sponsor relative to their performance in the course. This process shall be made available, in writing, to each student.

History: 2004 AACCS.

R 325.22342 Instructor -Ceordinator responsibilities.

Rule 22342. (1) An ~~instructor~~Instructor -Ceordinator for all emergency medical educational training courses shall possess a current ~~ems~~EMS license that shall be commensurate with the level of the training course being taught. ~~Only an instructor-coordinator with a paramedic license may be responsible for a paramedic course.~~

~~(2)~~ (2) The ~~instructor~~Instructor -eCoordinator responsibilities shall include, but not be limited to, all of the following:

(a) Complying with ~~I~~instructor ~~-C~~oordinator performance standards indicated in ~~instructor~~~~Instructor -e~~oordinator ~~Coordinator~~ curriculum.

(b) Being responsible for course development, evaluation, and coordination of curricular elements, including those of a clinical nature, and assisting in the selection and evaluation of instructors, with the approval of the program sponsor and physician director.

(c) Planning the course content and ensuring that it complies with the ~~D~~epartment's requirements.

(d) Assisting in the evaluation and selection of students.

(e) Evaluating and maintaining records of student performance.

(f) Maintaining and assuring the availability of equipment and training aids.

(g) Coordinating and maintaining records of clinical experience.

(h) Counseling and assisting students, as appropriate.

(i) Providing the ~~D~~epartment, within 30 calendar days of course completion, with a ~~list~~-roster of students who successfully completed the course, including ~~at least~~ each student's name and date of birth ~~and, if possible, social security number~~.

History: 2004 AACCS.

R 325.22343 Education program physician director; responsibilities.

Rule 22343. (1) The education program physician director responsibilities shall include, but are not limited to, all of the following:

(a) Conducting a periodic review of the organization and content of a course to ensure that current standards of emergency medical care are being utilized throughout the course.

(b) Working with the education sponsor and the ~~I~~instructor ~~C~~-oordinator in carrying out the responsibilities of course development, evaluation, and coordination of curricular elements, including those of a clinical nature, and selecting and evaluating instructors.

(c) Having clinical experience and current expertise in providing emergency care.

History: 2004 AACCS.

R 325.22344 Education program course instructor; requirements.

Rule 22344. (1) An education program course instructor shall meet, at a minimum, both of the following requirements:

(a) Have a working and practical knowledge of the objectives and components of the education course relevant to his or her area of instruction.

(b) Be a licensed health professional with relevant and current clinical experience, or possess educational expertise that is appropriate to his or her specific topic of instruction.

History: 2004 AACCS.

R 325.22345 Department evaluation of education programs.

R 22345. (1) The Department may evaluate an emergency medical services program at any time. An evaluation ~~shall commence~~ will be completed when any of the following occurs:

- (a) A request for a new program is submitted.
 - (b) The ~~failure-pass~~ rate on the required licensure examination for ~~one~~ calendar year ~~of compiled statistics~~ is ~~more-less~~ than ~~10% below the threshold established by the department.~~ 72%.
 - (c) ~~Complaints regarding the conduct of the program are received and it is necessary to validate the complaints.~~ A complaint is received by the Department.
- (2) Evaluation processes may include any of the following:
- (a) A site visit.
 - (b) A follow-up study of graduates and employers.
 - (c) A review of available statistical information available regarding the program.
- (3) An evaluation that is found to have deficiencies may result in any of the following:
- (a) Program revocation.
 - (b) The creation of a program performance improvement plan with reports to the Department.
 - (c) Program suspension for a period of time determined by the department.

History: 2004 AACCS.

R 325.23101 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23102 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23103 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23104 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23105 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23106 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23107 Rescinded.

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History: 1984 AACCS; 2004 AACCS.

R 325.23201 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23202 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23203 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23301 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23302 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23303 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23304 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23401 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23402 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23403 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23404 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23405 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23406 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23407 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23501 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23502 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23503 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23504 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23505 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23506 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23507 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23601 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23602 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23603 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23701 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23702 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23703 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23704 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23705 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23706 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23707 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23801 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23802 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23803 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23804 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23805 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23806 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23807 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23808 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23901 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23902 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23903 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23904 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23905 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.23906 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24001 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24002 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24003 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24004 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24005 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24006 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24007 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24008 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24009 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24010 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24011 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24012 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24013 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24014 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24015 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24016 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24017 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24018 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24020 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24101 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24102 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24103 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24104 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24105 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24106 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24107 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24108 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24109 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24110 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24111 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24112 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24113 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24114 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24115 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24116 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24117 Rescinded.

History: 1984 AACCS; 2004 AACCS.

R 325.24118 Rescinded.

History: 1984 AACCS; 2004 AACCS.

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